

DETAILED INSPECTION CHECKLIST

| FA | SC | STMT | TEXT |
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| 380 | | | UNIT TRAINING MANAGEMENT Functional Area Manager: (TECOM GTD) Point of Contact: CAPT JAMES JERABEK (DSN) 278-2492/(CMCL) 703-432-2492 E-mail: James.jerabek@usmc.mil Date Last Revised: 20 July 2012 |
| 380 | 00 | | NO SUBCAT FOR THESE STATEMENTS |
| 380 | 00 | 001 | Are the following directives maintained in support of training? MCRP 3-0A, UTM Guide; MCRP 3-0B, How to Conduct Training; MCO 1553.3B Unit Training Management MCO P3500.72_ MC GROUND T&R PROGRAM Reference MCO 1553.3B Unit Training Management |
| 380 | 00 | 002 | Does the unit have a higher headquarters approved Mission Essential Task List (METL)? Reference MCO 1553.3B, PAR 2.A, 3.A, 4.A, 5.A; MCRP 3-0A, PG 5-2 |
| 380 | 00 | 003 | Has the unit developed a commander's training guidance letter and does it identify training deficiencies and establish priorities? Reference MCO 1553.3B, PG 2-3, PAR 3.B.2 |
| 380 | 00 | 004 | Does the commander address and prioritize the integration of Values Based Training/Leadership (VBT/L) within his/her Commander's Training Guidance? Reference MCO 1553.3B, PG 2-4, PAR 3.B.2.H |
| 380 | 00 | 005 | Has the unit developed training plans for achieving MET proficiency and overall unit readiness? Reference MCO 1553.3B, PG 2.4, PAR 3.B.3; MCRP 3-0A, PG 5-6, 6-7 to 6-15 |

- 380 00 006 Do unit training plans include Values Based Training/ Leadership (VBT/L) aligned and integrated within the unit's mission oriented training?
Reference
MCO 1553.3B, PG 2.4, PAR 3.B.3
- 380 00 007 Have the training plans been submitted to higher headquarters for approval prior to each training cycle commencing?
Reference
MCO 1553.3B, PAR 2.A, 3.A, 4.A, 5.A; MCRP 3-0A, PG 5-6, 6-7 - 6 -15
- 380 00 008 Is time allotted in the training plan for the conduct of formal and ancillary training?
Reference
MCO 1553.3B, PG 2-4, PAR 3.B.3.A.5; MCRP 3-0A, PG 6-4
- 380 00 009 Does the Commander's Training Guidance letter and training plan address training in Chemical, Biological, Radiological, Nuclear, and Explosives (CBRNE) events and limited visibility/night conditions?
Reference
MCO 1553.3B, PG 2-5 PAR PAR 3.B.3.B and C
- 380 00 010 Does the unit address the conduct of informal evaluations in the unit SOP or similar policy document?
Reference
MCO 1553.3B, PG 2-8, PAR 3.E.3; MCRP 3-0A, CHAP 7
- 380 00 011 Has the unit scheduled a formal evaluation from higher headquarters at an appropriate point in the training cycle?
Reference
MCO 1553.3B, PG 2-8, PAR 3.E.4; MCRP 3-0A, CHAP 7
- 380 00 012 Has unit proficiency been determined by observing unit performance against criteria established in approved T&R manuals?
Reference
MCO 1553.3B, PG 2-9, PAR 3.E.4.2 and 3; MCRP 3-0A, CHAP 7, APP G

- 380 00 013 Are after-action reviews conducted after each training event to record accomplishments, identify short-falls, and adjust training priorities?
Reference
MCO 1553.3B, PG 2-8, PAR 3.E.4; MCRP 3-0A, CHAP 7, APP G
- 380 00 014 Has the command included Operational Risk Management (ORM) training in the training plan?
Reference
MCO 1553.3B, Chap 3
- 380 00 015 Does the command complete a risk assessment and ORM worksheet for each training event?
Reference
MCO 1553.3B, PG 3-2, PAR 4.C
- 380 00 016 Has the commander designated a Training Safety Officer (TSO)?
Reference
MCO 1553.3B, PG 3-2, PAR 2.E
- 380 00 017 Has training been included in the training plan to ensure basic leadership and infantry skills are sustained by all Marines in the unit as outlined in the Marine Corps Common Competencies manual or ELT T&R?
Reference
MCO 1553.3B, PG 2-4, PAR 3.B.3.A.5 and 7